Velocity@ocbc | File Upload Settings Guide



1 of 11 Co.Reg.No.:193200032W

- 1. Type <u>www.whatismybrowser.com</u> at the address bar and press <u>Enter</u>.
- 2. You should see any of the following:

Internet Explorer



Firefox



Note: Google Chrome and Safari browsers are not supported.

Click on the following, based on the browser you are using, to proceed to Step 2:

- Internet Explorer 6
- Internet Explorer 7 & 8
- Internet Explorer 9
- Firefox

Step 2: One-time update of settings according to your browser version

For Internet Explorer 6

- 1. Launch Internet Explorer
- 2. Go to Tools>Internet Options



3. Click on Security>Trusted sites>Sites



4. Type <u>https://bb.ocbc.com</u> within the textbox.

Click on <u>A</u>dd><u>C</u>lose

Note: After clicking on <u>A</u>dd, <u>https://bb.ocbc.com</u> should appear under <u>W</u>eb sites.

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For Internet Explorer 7& 8

1. Launch Internet Explorer

2. Go to Tools>Internet Options



3. Click on Security>Trusted sites>Sites

Internet Options
General Security Privacy Content Connections Programs Advanced
Select a zone to view or change security settings.
sites
Trusted sites This zone contains websites that you trust not to damage your computer or your files. You have websites in this zone.
Security level for this zone
Allowed levels for this zone: All
Prompts before downloading potentially unsafe content Unsigned ActiveX controls will not be downloaded
Enable Protected Mode (requires restarting Internet Explorer)
<u>C</u> ustom level Default level
Reset all zones to default level
OK Cancel Apply

4. Type <u>https://bb.ocbc.com</u> within the textbox.

Click on <u>A</u>dd><u>C</u>lose

Note: After clicking on <u>A</u>dd, <u>https://bb.ocbc.com</u> should appear under <u>W</u>eb sites.

Trusted sites	— X —
You can add and rer this zone will use the	nove websites from this zone. All websites in e zone's security settings.
Add this website to the zone	
https://bb.ocbc.com	Add
Websites:	
https://bb.ocbc.com	Remove
Require server verification	n (https:) for all sites in this zone
	Close

For Internet Explorer 9

- 1. Launch Internet Explorer
- 2. Click on the **Tools** button on the right >Internet Options

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						About Internet Explorer	
Announce • Service f • Certificat • Firefox 1 June 201	ments Maintenance te renewal fo 2 will be cer 12)	: (1 June 2012) r all file upload users on end tified and a new system file w	I-to-end data	i encryption of transaction info d for file upload users on all F	rmation (2 June irefox versions o	2012) operating on Windows OS (2	
 Login to Veloci Manage you Pay bills, pr Transfer full 	ity@ocbc ur cash flow rocess payro	Don't have access yet? Fin with easy access to account bil and transfer funds online s without the hassle of paper	information				

Click on Security>Trusted sites>Sites

Internet Options
General Security Privacy Content Connections Programs Advanced
Select a zone to view or change security settings.
Internet Local intranet Trusted sites Restricted sites
Trusted sites
This zone contains websites that you
trust not to damage your computer or
your mean
Security level for this zone
Allowed levels for this zone: All
- Medium
- Prompts before downloading potentially unsafe content
- Unsigned ActiveX controls will not be downloaded
Enable Protected Mode (requires restarting Internet Explorer)
Custom level Default level
Reset all zones to default level
OK Cancel Apply

3. Type <u>https://bb.ocbc.com</u> within the textbox.

Click on <u>A</u>dd><u>C</u>lose

Note: After clicking on <u>Add</u>, <u>https://bb.ocbc.com</u> should appear under <u>Web</u> sites.

Trusted sites
You can add and remove websites from this zone. All websites in this zone will use the zone's security settings.
Add this website to the zone: https://bb.ocbc.com Add Websites: Image: Add this website to the zone to
https://bb.ocbc.com
$\overline{\ensuremath{\mathscr{V}}}$ Require server verification (https:) for all sites in this zone

For Firefox

1. Type **<u>about:config</u>** on the address bar and press **<u>Enter</u>**.



Type applets on the Search bar and press <u>Enter</u>.
 Double click on 'signed.applets.codebase_principal_support' to change the Value to true

Firefox T				
about:config	+) (-=	
about:config		1	ן ⊽ פ 🛃 ד Google	▶ 🔒 💽•
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Preference Name	 Status 	Туре	Value	Ę
signed.applets.codebase_principal_support	user set	boolean	true	
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Step 3 - Accept ibtrmEncryptor Certificate

- 1. If you are uploading files for the first time, you will be asked to accept this certificate.
- 2. After you have login to Velocity@ocbc, select Cash>File Upload>Batch Summary
- 3. Click on <u>New</u>> Select <u>File</u>> Select <u>File Format</u>> Click on <u>File Upload</u>.
- Check "<u>Do not show this again for apps from publisher and location above</u>" and click on <u>Run</u>.

Do yo	ou want t	o run this	application?
6	4	Name:	ibtrmEncryptor
	Ð	Publisher:	Oversea-Chinese Banking Corporation
		From:	https://10.76.32.70:5116/baliweb/ibtrm12.jar
This app persona	plication will ru al information	ın with unrestri at risk. Run thi	cted access which may put your computer and s application only if you trust the publisher.
🔽 Do n	not show this a	again for apps	from the publisher and location above
1	More Inform	ation	Run Cancel

- 5. Click on "Browse..." to select the file then the "Format". Click on "File Upload".
 - a. For Windows 7 user, please click on "Don't Block" to proceed.



b. For Windows XP user, please click on "**No**" to proceed.



6. Windows Firefox users will receive the following message, during the process of file upload:

Please select "Remember this decision" and click on Allow.

Internet	Security
?	A script from " https://bb.ocbc.com " is requesting enhanced abilities that are UNSAFE and could be used to compromise your machine or data:
	Run or install software on your machine
	Allow these abilities only if you trust this source to be free of viruses or malicious programs.
	Remember this decision
	Allow Deny

Update completed. Please proceed to upload your file/s